



New Staff Dementia Training Requirements for:

- **Housing with Services Staff**
- **Assisted Living Staff**
- **Home Care Staff (*HWS arranged home care*)**

The 2014 and 2015 Minnesota legislative bodies passed bills that require additional training of staff who work at a Housing with Services (HWS) establishment that markets or promotes to the community as providing services for clients and tenants with dementia or uses the term “Assisted Living”. Regulatory oversight by the Minnesota Department of Health and fines for non-compliance of \$200 per employee were also approved.

This set of resources contains three documents to help you understand the new dementia training requirements and be in compliance prior to the **January 1, 2016 implementation date**.

1. A two page summary outlining the new staff training requirements. Different requirements apply based on the type of work performed (direct care, non-direct care, supervisors of direct care staff), the type of environment staff work in (HWS with a Special Care Unit, HWS without a Special Care Unit but that does market/promote as providing services for tenants with dementia, arranged Licensed Home Care providers working in those environments, and HWS who use the term “Assisted Living” or provides “Assisted Living Services”) and requirements for newly hired staff *initial training* and legacy staff *annual training*.
2. A summary of the Minnesota Department of Health’s approved oversight of the dementia training requirements, fines, and transition period for technical consultation from the Department.
3. A summary of nine organizations with specialized dementia training programs. Each of these nine training providers has a relationship with Care Providers of Minnesota and some have preferred pricing for members of Care Providers of Minnesota.

We hope these resources will help you understand the new staff dementia training requirements and be in successful compliance prior to January 1, 2016.

IF you work in a Registered Housing with Services (HWS) establishment that has a special care unit for tenants with dementia or markets/promotes the HWS as providing services for tenants with dementia (regardless if the dementia services are in a segregated unit);



OR you work for the arranged home care provider in a Registered Housing with Services (HWS) establishment that has a special care unit for tenants with dementia or markets/promotes the HWS as providing services for tenants with dementia (regardless if the dementia services are in a segregated unit);

THEN, effective January 1, 2016, you will have new dementia training requirements applied to you.

What type of job do you have?	New Hire (Initial) Training Requirement	Annual Training Requirement
Maintenance, Housekeeping, Food Service, or other job that does not provide direct care or supervise those who provide direct care to tenants of the HWS	<p>4 hours of training that includes:</p> <ol style="list-style-type: none"> 1. An explanation of Alzheimer’s disease and related disorders 2. Assistance with activities of daily living 3. Problem solving with challenging behaviors 4. Communication skills <p>This training must be completed within 160 work hours after your first day of employment. You may satisfy the initial 4 hour training requirement if you can produce written proof that you have received the training within the last 18 months.</p>	<p>2 hours of training are required on topics related to dementia care for each 12 months of employment after your initial training.</p>
Supervisor of direct care staff	<p>8 hours of training that includes:</p> <ol style="list-style-type: none"> 1. An explanation of Alzheimer’s disease and related disorders 2. Assistance with activities of daily living 3. Problem solving with challenging behaviors 4. Communication skills <p>This training must be completed within 120 work hours after your first day of employment. You may satisfy the initial 8 hour training requirement if you can produce written proof that you have received the training within the last 18 months.</p>	<p>2 hours of training are required on topics related to dementia care for each 12 months of employment after your initial training.</p>
Direct care staff	<p>8 hours of training that includes:</p> <ol style="list-style-type: none"> 1. An explanation of Alzheimer’s disease and related disorders 2. Assistance with activities of daily living 3. Problem solving with challenging behaviors 4. Communication skills <p>This training must be completed within 160 work hours after your first day of employment. You may satisfy the initial 8 hour training requirement if you can produce written proof that you have received the training within the last 18 months.</p>	<p>2 hours of training are required on topics related to dementia care for each 12 months of employment after your initial training.</p>

The HWS must make available to consumers a description of the dementia training programs, the category of employees trained, the frequency of training, and the basic topics covered.

IF you work in a Registered Housing with Services (HWS) establishment that does NOT have a special care unit for tenants with dementia or does NOT market/promote the HWS as providing services for tenants with dementia, but the establishment DOES use the term Assisted Living or DOES provide Assisted Living services;



OR you work for the arranged home care provider in a Registered Housing with Services (HWS) establishment that does NOT have a special care unit for tenants with dementia or does NOT market/promote the HWS as providing services for tenants with dementia, but the establishment DOES use the term Assisted Living or DOES provide Assisted Living services;

THEN, effective January 1, 2016, you will have new dementia training requirements applied to you.

What type of job do you have?	New Hire (Initial) Training Requirement	Annual Training Requirement
Maintenance, Housekeeping, Food Service, or other job that does not provide direct care or supervise those who provide direct care to tenants of the HWS	<p>4 hours of training that includes:</p> <ol style="list-style-type: none"> 1. An explanation of Alzheimer’s disease and related disorders 2. Assistance with activities of daily living 3. Problem solving with challenging behaviors 4. Communication skills <p>This training must be completed within 160 work hours after your first day of employment. You may satisfy the initial 4 hour training requirement if you can produce written proof that you have received the training within the last 18 months.</p>	<p>2 hours of training are required on topics related to dementia care for each 12 months of employment after your initial training.</p>
Supervisor of direct care staff	<p>4 hours of training that includes:</p> <ol style="list-style-type: none"> 1. An explanation of Alzheimer’s disease and related disorders 2. Assistance with activities of daily living 3. Problem solving with challenging behaviors 4. Communication skills <p>This training must be completed within 120 work hours after your first day of employment. You may satisfy the initial 4 hour training requirement if you can produce written proof that you have received the training within the last 18 months.</p>	<p>2 hours of training are required on topics related to dementia care for each 12 months of employment after your initial training.</p>
Direct care staff	<p>4 hours of training that includes:</p> <ol style="list-style-type: none"> 1. An explanation of Alzheimer’s disease and related disorders 2. Assistance with activities of daily living 3. Problem solving with challenging behaviors 4. Communication skills <p>This training must be completed within 160 work hours after your first day of employment. You may satisfy the initial 4 hour training requirement if you can produce written proof that you have received the training within the last 18 months.</p>	<p>2 hours of training are required on topics related to dementia care for each 12 months of employment after your initial training.</p>

The HWS must make available to consumers a description of the dementia training programs, the category of employees trained, the frequency of training, and the basic topics covered.

MDH Enforcement of Staff Dementia Training Requirements

The 2015 Minnesota Legislature passed the following clarifications to the dementia training requirements previously passed in 2014 (effective 1-1-16):

"Direct-care staff" means staff and employees who provide home care services listed in section 144A.471, subdivisions 6 and 7.

Note: 144A.471 Subdivisions 6 and 7 list the following home care services:

Under a Basic Home Care License: assisting with dressing, self-feeding, oral hygiene, hair care, grooming, toileting, and bathing; providing standby assistance; providing verbal or visual reminders to the client to take regularly scheduled medication, which includes bringing the client previously set-up medication, medication in original containers, or liquid or food to accompany the medication; providing verbal or visual reminders to the client to perform regularly scheduled treatments and exercises; preparing modified diets ordered by a licensed health professional; and assisting with laundry, housekeeping, meal preparation, shopping, or other household chores and services if the provider is also providing at least one of the activities noted above.

Under a Comprehensive Home Care License: services of an advanced practice nurse, registered nurse, licensed practical nurse, physical therapist, respiratory therapist, occupational therapist, speech-language pathologist, dietitian or nutritionist, or social worker; tasks delegated to unlicensed personnel by a registered nurse or assigned by a licensed health professional within the person's scope of practice; medication management services; hands-on assistance with transfers and mobility; assisting clients with eating when the clients have complicating eating problems as identified in the client record or through an assessment such as difficulty swallowing, recurrent lung aspirations, or requiring the use of a tube or parenteral or intravenous instruments to be fed; or providing other complex or specialty health care services.

ENFORCEMENT OF DEMENTIA CARE TRAINING REQUIREMENTS.

Subdivision 1. Enforcement.

(a) The commissioner shall enforce the dementia care training standards for staff working in housing with services settings and for housing managers according to clauses (1) to (3):

(1) for dementia care training requirements in section 144D.065, the commissioner shall review training records as part of the home care provider survey process for direct care staff and supervisors of direct care staff, in accordance with section 144A.474. The commissioner may also request and review training records at any time during the year;

(2) for dementia care training standards in section 144D.065, the commissioner shall review training records for maintenance, housekeeping, and food service staff and other staff not providing direct care working in housing with services settings as part of the housing with services registration application and renewal application process in accordance with section 144D.03. The commissioner may also request and review training records at any time during the year; and

(3) for housing managers, the commissioner shall review the statement verifying compliance with the required training described in section 144D.10, paragraph (d), through the housing with services registration application and renewal application process in accordance with section 144D.03. The commissioner may also request and review training records at any time during the year.

(b) The commissioner shall specify the required forms and what constitutes sufficient 334.7 training records for the items listed in paragraph (a), clauses (1) to (3).

MDH Enforcement of Staff Dementia Training Requirements

(continued)

Subd. 2. Fines for noncompliance.

(a) Beginning January 1, 2017, the commissioner may impose a \$200 fine for every staff person required to obtain dementia care training who does not have training records to show compliance. For violations of subdivision 1, paragraph (a), clause (1), the fine will be imposed upon the home care provider, and may be appealed under the contested case procedure in section 144A.475, subdivisions 3a, 4, and 7. For violations of subdivision 1, paragraph (a), clauses (2) and the fine will be imposed on the housing with services registrant and may be appealed under the contested case procedure in section 144A.475, subdivisions 3a, 4, and 7. Prior to imposing the fine, the commissioner must allow two weeks for staff to complete the required training. Fines collected under this section shall be deposited in the state treasury and credited to the state government special revenue fund.

(b) The housing with services registrant and home care provider must allow for the required training as part of employee and staff duties. Imposition of a fine by the commissioner does not negate the need for the required training. Continued noncompliance with the requirements of sections 144D.065 and 144D.10 may result in revocation or nonrenewal of the housing with services registration or home care license. The commissioner shall make public the list of all housing with services establishments that have complied with the training requirements.

Subd. 3. Technical assistance.

From January 1, 2016, to December 31, 2016, the commissioner shall provide technical assistance instead of imposing fines for noncompliance with the training requirements. During the year of technical assistance, the commissioner shall review the training records to determine if the records meet the requirements and inform the home care provider. The commissioner shall also provide information about available training resources.

Staff Dementia Training Resources

2016 Dementia Training Requirements for Minnesota's Assisted Living and Arranged Home Care Providers

The 2014 Minnesota Legislature passed dementia training requirements effective on January 1, 2016. These requirements can be found at 144D.065.


The new law establishes dementia training requirements (4 hours or 8 hours of training) within a defined period after employment (120 hours or 160 hours) and annual dementia training thereafter (2 hours annually). Length of training and training deadlines are based on the type of work performed (direct care staff, supervisors of direct care staff, and non-direct care staff) and the dementia services offered by the employer.

Compliant dementia training must include the following topic elements:

1. An explanation of Alzheimer's disease and related disorders
2. Assistance with activities of daily living
3. Problem solving with challenging behaviors
4. Communication skills

Care Providers of Minnesota has relationships with many quality providers of education to help organizations comply with these new training requirements.

A summary of training organizations who have relationships with Care Providers of Minnesota is listed on this document. Providers should determine which training options best meets the organization's educational needs.

									
Name of Training Organization	Alzheimer's Association Minnesota - North Dakota Chapter	ACT On Alzheimer's	Care Providers of Minnesota	Centers for Medicare and Medicaid Services	EduCare by Mirabelle Management	Healthcare Academy	HealthCare Interactive	National Center for Assisted Living	Relias Learning (formerly SilverChair Learning)
Training Organization's Relationship with Care Providers of Minnesota	No direct relationship	Care Providers of Minnesota is a founding member of ACT on Alzheimer's and our Foundation was a financial supporter of the program.	This is YOUR Association!	Regulatory Oversight of Nursing Facility and Medicare Certified Home Health Agency members.	Business Partner of Care Providers of Minnesota.	Business Partner of Care Providers of Minnesota.	Business Partner of Care Providers of Minnesota & Care Providers of Minnesota Service Corporation Partner, & NCAL Affiliate Partner	National affiliate of Care Providers of Minnesota.	Business Partner of Care Providers of Minnesota & Care Providers of Minnesota Service Corporation Partner.
Type or Format of Training	E-Learning Webinars, In-Person Training Classes	PowerPoint Teaching Slides, Modules. Train-the-Trainer	Live Webinars, On-Demand Webinars, and In-Person Training throughout the year.	DVD's Lesson Plans, Instructor's Guide, Discussion	Online Computer-Based Learning Modules or DVDs	Online Computer-Based Learning, Modules	Online Computer-Based Interactive Training, Modules	DVD's, Lesson Plans, instructor's Guide, Discussion	Online Computer-Based Learning, Modules
Intended Audience	Direct Care Staff, Supervisors	Modules for Direct Care Staff, Supervisors, Physicians, Nurses and Social Workers	Direct Care Staff, Supervisors	CNAs in Nursing Homes	Direct Care Staff, Supervisors	Direct Care Staff, Supervisors	Direct Care Staff, Supervisors - Individual Certification Available	Direct Care Staff, Supervisors	Direct Care Staff, Supervisors
Price	Varies	Free	Varies, Discounted for CPM Members	\$100	Varies	Varies	Varies, Discounted for CPM Members	Discounted for NCAL Members	Varies, Discounted for CPM Members
Contact Information	www.alz.org/mnnd 800-272-3900	info@ACTonALZ.org	www.careproviders.org 952-854-2844	www.cms-handinhandtoolkit.info 1-800-553-6847	www.mirabellemanagement.com 952-288-3800	www.healthcareacademy.com 1-866-323-4169	www.hcinteractive.com 952-737-6580	www.ahcapublications.org 1-800-321-0343	www.reliaslearning.com 1-877-200-0020